

EXHIBIT A

Installation  
ReportElectrical Business Machines Survey  
for House Appropriations Committee

Organizational Unit	Location (city)
Bureau	Appropriation or other Budget Identification
Department or Agency	

Units of Equipment - Rented or Owned - June 30, 1953\*

Trade Name : Description	Units : F.Y. 1953	Utilization	Percent of		Purchase Price	
			No. of	Annual	Under 3	Over 3

Total	:	:	:	:	:
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## Operating Data 1953 Fiscal Year

Analysis of Contract Services:		Man Years	Amount
	Operating Personnel		
	Supporting Personnel		
	Other Personnel		
	Total		
	Machine rental	xxx	
	Card and paper supplies	xxx	
	Contract services	xxx	
	Total		

Planned Expansion or Reduction in F.Y. 1954:

## Functions Performed:

\* Auxiliary equipment, such as addressing equipment, electric typewriters, adding machines, etc., included to adequately present the installation and the functions performed by it, should be listed on a separate schedule and attached to the appropriate installation report.

This format is provided to obtain a reasonable degree of similarity and consistency in all presentations. Blank forms, if used, will be supplied by the agency. Deviations deemed desirable should be discussed with the designated GAO representative.